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AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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December 10, 2002

TO: Audit Committee

FROM: J. Tyler McCauley
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY COMMUNITY
ACTION BOARD**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) that the Los Angeles County Community Action Board's sunset review date be extended to September 30, 2007.

BACKGROUND

The Community Action Board (CAB) was established in 1979 and has been continued most recently by the Board at its October 1, 1996 meeting. The CAB's duties are to:

- Prepare reports and recommendations on allocating Community Services Block Grant (CSBG) funds.
- Present to the Board its recommendations on all major policy programs, personnel and administrative issues of the Community Action Agency.
- Establish annual program priorities.
- Review and approve annual plans for the conduct of the program.

The CAB has 15 members, consisting of the following:

- Five representatives of the public sector (Board appointed).
- Five representatives of people in poverty (selected by public sector CAB members to represent each Supervisorial District).

- Five representatives of the private sector (selected by the public and people in poverty sector CAB members).

Representatives of the public sector may serve an indefinite term, at the pleasure of the Board. Representatives of the people in poverty and of the private sector serve a maximum of ten years; however, there must be a break in service of at least one year after five consecutive years of service.

Members of the CAB serve without compensation, except that all members may receive reimbursement for travel or other expenses incurred on official duty. The CAB incurred approximately \$14,000 in travel expenses during fiscal year 2001–02.

JUSTIFICATION

The CAB is a State and federally mandated oversight board to oversee the implementation of a variety of social service poverty programs for disadvantaged residents of Los Angeles County pursuant to the California Community Services Block Grant Program (Public Law 97-35, as amended, and Government Code Section 12725, et. seq.).

The State Department of Economic Opportunity funds the CSBG Program, which is administered by the County serving as the local Community Action Agency. The CAB serves as the advisory body to the Board for this program. During the review period, the CAB conducted community needs assessments, reviewed and approved annual Community Action Plans, developed program goals and priorities, and developed funding recommendations for social service agencies. In addition, the CAB's meetings included agency presentations on their services and programs, monitoring staff updates on agency contract compliance, and updates on various community service projects, such as the Caller Identification Block Program, the Citizen Assistance Campaign and the Traffic Safety Program.

In the coming period, the CAB's objectives are to conduct public hearings and community needs assessments to ascertain the needs of low-income residents in Los Angeles County. In addition, the CAB will continue to evaluate program effectiveness, establish program priorities and develop funding recommendations to be submitted to the Board.

Please call me if you have any questions.

JTM:DR:RD

Attachments

c: Jim Corbett, Manager, Commission Services
Mike Earley, Director, Aging & Adult Services Branch - DCSS
May Kingi, Program Manager, DCSS
Mike Gipson, Chair, Los Angeles Community Action Board

COMMISSION SUNSET REVIEW
LOS ANGELES COUNTY COMMUNITY ACTION BOARD
REVIEW COMMENTS

Mission. (Does the mission statement agree with the Board of Supervisors' purpose and expectations?)

Stated mission is as set forth in the ordinance creating the CAB. **CONCUR**

Section 1. Relevancy. (Is the mission still relevant and in agreement with the Board of Supervisors' purpose and expectations?)

The basic purpose of the CAB is to promote methods of achieving an effective concentration of resources on the goal of individual and family self-sufficiency.

RELEVANT

Section 2. Meetings and Attendance. (Are required meetings held and is attendance satisfactory?)

The County Code establishing the CAB calls for monthly meetings. During the last three years, the CAB held 37 meetings with an average attendance of seven members per meeting. **SATISFACTORY**

Sections 3 and 4. Accomplishments and Results. (Are listed accomplishments and results significant?)

During the review period, the CAB conducted community needs assessments, reviewed and approved annual Community Action Plans, developed program goals and priorities, and developed funding recommendations for social service agencies. In addition, the CAB's meetings included agency presentations on their services and programs, monitoring staff updates on agencies' contract compliance, and updates on various community service projects, such as the Caller Identification Block Program, the Citizen Assistance Campaign and the Traffic Safety Program. **SIGNIFICANT**

Section 5. Objectives. (Are the objectives compatible with the mission and goals and relevant within the current County environment?)

The CAB's objectives, as a federally mandated oversight board, are to advise and oversee the implementation of a variety of social service poverty programs funded with CSBG funds. **RELEVANT**

Section 6. Resources. (Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?)

The CAB does not have a separate budget. CAB members do not receive any compensation but are entitled to reimbursements for travel or other expenses incurred on official duty. **WARRANTED**

Section 7. Recommendation.

EXTEND THE SUNSET REVIEW DATE FOR THE COMMUNITY ACTION BOARD TO SEPTEMBER 30, 2007.

LOS ANGELES COUNTY COMMUNITY ACTION BOARD ATTENDANCE RECORD

Commissioner	Nominated By	9/30/99	12/31/99	3/31/00	6/30/00	9/30/00	12/31/00	3/31/01	6/30/01	9/30/01	12/31/01	3/31/02	6/30/02	Totals	% Attend
Number of Meetings per Quarter →		3	4	3	3	3	3	3	3	3	3	3	3	37	
Ms. Colleen Colson	Elected	3	3	2	3	3	2	3	3	3	3	3	2	33	89%
Ms. Gloria Gray	Elected	1	2	2	3	0	1	1	1	3	2	1	2	19	51%
Ms. Brenda Widener	Community Action Board	2	3	2	3	2	3	1	3	1	1	2	2	25	68%
Ms. Patsy Dixon	Community Action Board	2	3	2	2	1								10	63%
Ms. Raquel Torres	1st District	3	3	2	2	2	1	2						15	68%
Mr. Mike Anthony Gipson	2nd District	3	3	2	3	2	2	3	3	1	3	3	3	31	84%
Ms. Linda H. Camras	3rd District	2	3	2	1	3	1	0	1	2	1			16	52%
Ms. Mary Jo Maxwell	4th District	1	0											1	14%
Ms. Carolyn M. Beaton	5th District	2	2											4	57%
Mr. Stan Lee	Community Action Board	1	1	2	1	2	3	3	2	3	3	2	2	25	68%
Dr. Marilyn Flynn	Community Action Board		4	2	1	0	1	0	0	0				8	32%
Mr. Stan Klecha	4th District				3	3	2	3	3	3	3	2	3	25	93%
Ms. Marina Tse	5th District				2	2	3	1	1	1	1	0		11	46%
Ms. Tracie Weathers	Community Action Board					1	1	3	2	3	2	1	1	14	58%
Ms. Helen Torres	1st District								2	3	0	0		5	42%
Mr. James Bolden	Community Action Board											1	2	3	50%
Mr. Gordon Hill	Community Action Board											2	1	3	50%
Totals		20	27	18	24	21	20	20	21	23	19	17	18	248	
Average Attendance per Meeting →														6.7	